

VILLAGE OF GENESEO
BOARD OF TRUSTEES

August 19, 2013

PRESENT:

Richard B. Hatheway, Mayor
Sandra F. Brennan, Deputy Mayor
Margaret Duff, Trustee
Bob Wilcox, Trustee

Marsha B. Merrick, Village Clerk/Treasurer

ALSO PRESENT:

Josh Williams – Genesee Sun

1. MEETING OPENED:

Mayor Hatheway opened the meeting at 5:00PM.

2. TEP GRANT APPLICATION:

The application for the Route 20A Sidewalk Project has been submitted. It is a phased project with the proposed area being Reservoir Road east to Volunteer (one section was not included, that section from Groveland Road to Reservoir Road). The total project cost is estimated at \$391,538 and if awarded will require a cash or in-kind contribution of \$78,307. The Board was emailed copies of the application as it was submitted. The grant funding awards will be announced later this year.

3. GENESEO BUILDING UPDATE:

There is a meeting scheduled for this Thursday and Jon Norris will not be there. Mayor Hatheway will lead the meeting and Clerk Merrick will take notes. Jon is providing the agenda for the meeting which includes status reports and a construction schedule. Code officers Dean and Ron plan to attend as well. One issue that has surfaced due to the delay in construction is that parking will be at a premium once the students return at the end of the week. If the employee lot is closed due to construction, there will be a need for parking in the municipal lot. Mayor Hatheway talked to Chief Osganian and the police cars can be parked off site, but there still needs to be parking available for the office staff and the courts.

4. DAHL RESOLUTION/RECEPTION:

The next Village/College meeting will be held on September 26th with the College hosting. The Village will present a resolution to President Dahl as it will be his last meeting. A community reception in his honor will be held later that day.

5. ASSOCIATION MEETING SEPTEMBER 18:

- Venue: The Village of Genesee will be hosting the next meeting on the 18th of September. The Board discussed having the meeting at the Big Tree or Highland Park as was the case last September.
- Program: In terms of a program for the meeting, Mayor Hatheway mentioned that there are several ideas as one looks through the various departments at the County level. Another idea would be to highlight the Finger Lakes Museum in Naples which encompasses natural history as well as sociology in the region. Another idea would be to highlight the County Museum on Center Street. It was suggested that perhaps the event could be held there as well. Dick will contact Anna Kowalchuk and discuss the possibility. Deputy Mayor Brennan was apprised when she arrived later in the meeting.

6. NYCOM:

Fall Training School will be held September 9-12 this year in Saratoga Springs. Neither Clerk Mack nor Clerk Merrick will be attending this year. The School has scheduled sessions in the areas of municipal law, government operations, employee relations and local finance.

7. STREETSCAPE PROGRESS:

Project funding signs are a requirement for the Main Street Grant Program. However, Louise Wadsworth inquired about using smaller signs and that request has been approved by program administrators. Signs measuring 8 ½” by 11” will be posted at each project site. The Main Street grant program has been contagious, as it has encouraged other property owners to improve their storefronts. Charlie and Doug have been installing the bases on the lampposts. The bill from the electrical contractor that installed the lights should be arriving soon.

8. MISCELLANEOUS CORRESPONDENCE:

David Cyrkin at Mann’s Jewelers has emailed the merchants reminding them not to park on Main Street so the spaces will be available for customers.

Deputy Mayor Brennan entered the meeting.

A Lima Road resident has written a letter of concern about the North/Court/Main intersection and the intersection of Center and 20A. He wonders if traffic control devices would help the situations at both intersections. Mayor Hatheway will respond.

Notification has been received from the proprietors of Club 41 that they are applying for a liquor license renewal.

Notification has been received of another contested assessment by Roclan Associates, owners of Valley View Apartments on Groveland Road. The full value assessment is \$1,384,000 and they would like it reduced to 10% of that amount or \$138,400. They have appealed their assessment for the last several years.

The Bank of Castile is celebrating their 15 year anniversary with a reception on September 5 from 5:15 until 7PM.

Insurance Agent Andrew Chanler advised the Village that some of the NYMIR rates have decreased. That could mean a premium savings for the Village in the future.

Clerk Lund received information from Jack Robeson of Brochures Unlimited who would like to place a brochure rack inside the Village Building vestibule for area tourism information. More information will be forthcoming.

Mayor Hatheway put forth the name of Bob Meyers for the vacant Zoning Board of Appeals seat. The Board was supportive and Mayor Hatheway will contact Mr. Meyers.

9. MINUTES:

The minutes of the August 5, 2013 regular meeting were reviewed. Deputy Mayor Brennan moved to approve the minutes as presented with second from Trustee Duff. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Abstain.

The minutes of the August 12, 2013 special meeting on the Transportation Enhancement Program application were reviewed. Deputy Mayor Brennan moved to approve the minutes as presented with second from Trustee Duff. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Mayor Hatheway-Aye, and Trustee Wilcox-Abstain.

10. PUBLIC SAFETY:

Trustee Wilcox advised the Board that the Fire Chief's vehicle has been delivered and is getting striped. The new squad van has been ordered. Both vehicles are being purchased from Ideal Chevrolet.

As for the Police Department, Chief Osganian recently returned from vacation.

11. PUBLIC WORKS:

With regard to the projects Supt. McTarnaghan has suggested, Mayor Hatheway will be discussing them with MRB's Ryan Colvin at a meeting next Monday. Along those same lines, Mayor Hatheway sat down to look at the college water billing and consumption over the past few months with Clerk Mack.

Supt. Frazier submitted the following report via email:

1. Rubbish day was the 5th, usually takes two days to get around the Village.
2. Sewer flushing is under way for the yearly maintenance of the lines.
3. Main St. street lights are completed; LL&P has also poured all the concrete back in the cut outs for the poles. We have installed all the decorative bases on the poles.
4. We started the sidewalk in the Log Cabin Park, it is boxed out, formed up, concrete poured, and graded with top soil and seeded. VFW is paying for the concrete for the sidewalk.
5. Various crew members have been on vacation for the past two weeks.
6. Crew has dug up and repaired two curb stops.
7. Crew has been rebuilding catch basins, Fire Hall, Ryan, and Melody.
8. All NEW handicapped parking stalls have been posted.
9. New BLACK benches have been installed on Main St. The old wood benches have been placed near Key Bank and at the Monument Island at the end of Main St/Church/North St.
10. Crew installed a new heavy duty hydraulic lid on our regulator pit man hole on Reservoir Rd.
11. Suit-Kote was here last week and crack filled and sealed the streets: Westview, Groveland, Crossett, Park and Chestnut.
12. Concrete sidewalk was poured at 118 Main St., 3-5 Main St., and 1-3 Main St. will be poured this week.

12. TRUSTEES:

Deputy Mayor Brennan: Sandy reported that the series this summer included a good group of musicians but the number of concert-goers has decreased. There was one rain out, Buzzo, but he plans to perform on August 30. Tommy T and the Gliders will be playing on August 23. In any case, the concert series is going to continue as it has for five years.

Deputy Mayor Brennan is working on setting up a meeting with Dawn Aprile about the sewer issue on Heritage.

Trustee Duff: Margaret has been approached by some residents as to a separation in residents according to what color street sign they have since the new signs in the Historic District were installed. They wonder if the green signs could be changed to brown without the historic district designation.

Another issue that has been raised is the height and proximity of hedges at corners. Some of them pose a sight problem when pulling out into an intersection. Margaret will contact the Code Office to address the issue.

Trustee Wilcox: Bob reported that the Tourism Committee conducted a very successful event for well over 100 Resident Advisors and class executives.

Bob distributed a flyer entitled *Multi-Media Marketing of Geneseo* prepared by Jodi Beyer and the committee members. The flyer provides information on the various events and methods used by the committee to market Geneseo.

13. CLERK/TREASURER:

An audit of the Village of Geneseo Financial Statements for fiscal year ending May 31, 2012 was completed by Raymond F. Wager, CPA. The report was distributed to the Board members along with the letter communicating Internal Control related matters. All was in order according to the report and there are some items that will be improved upon during the coming months. An audit was also performed for the Village Justice accounts by the firm and that report was distributed to the Court Office.

Clerk/Treasurer Merrick distributed the May Treasurer's report to the Board along with a copy of the Annual Update Document that was filed electronically with the State Comptroller on August 15, 2013. Clerk Merrick also distributed a Fiscal Year-End Recap sheet to the Board indicating that all funds gained fund balance during 2012-13 with the exception of the Community Development Fund. The Board was encouraged to study the report and see that all of the funds are doing well after closing the books on May 31, 2013.

Clerk/Treasurer Merrick was notified of a new section of General Municipal Law Section 53 that was added and requires each city and village to file with the New York Department of State a certificate that designates the New York Secretary of State as the local government's agent for service of notices of claim. Cities and villages are required to adopt a motion or resolution approving the designation and appointing the individual to whom the Secretary of State must mail the notices. Therefore, Deputy Mayor Brennan moved to adopt the following: Certificate of Designation for the Service of Notice of Claim of the Village of Geneseo (Pursuant to Section 53 of the General Municipal Law). It is hereby certified that: **FIRST:** Village of Geneseo is a public corporation as defined in Section 66 of the General Construction Law of the State of New York. **SECOND:** The name of the public corporation is: Village of Geneseo. **THIRD:** The principal location of the public corporation is in the County of: Livingston. **FOURTH:** The public corporation hereby designates the Secretary of State of the State of New York as its agent upon whom a Notice of Claim against the public corporation may be served. **FIFTH:** The name, post office address and email address of an officer, person or designee, nominee or other agent-in-fact to which the Secretary of State shall transmit a copy of any Notice of Claim served upon the Secretary of State as the Public Corporation's agent is: Marsha B. Merrick, 119 Main Street, Geneseo, NY 14454 with an email address of village@geneseony.org. **SIXTH:** The time limit for a service of a Notice of Claim upon the public corporation is: 90 days. **SEVENTH:** Any statutory provisions uniquely pertaining to the public corporation and the commencement of an action or proceeding against it are as follows: None. **EIGHTH:** The New York State Vendor Identification Number (Vendor ID) for the public corporation is xxxxxxxxx(left out of the minutes for security purposes). **NINTH:** Distributions to the public corporation for its share of fees for service of Notices of Claim will be sent to the following Remittance Address: Village of Geneseo, 119 Main Street, Geneseo, NY 14454. Trustee Duff seconded the motion to adopt the designation and the vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

Clerk/Treasurer Merrick accrued payables for fiscal year ending May 31, 2013. Therefore many of the vouchers paid in June were accrued to the prior May. That changed many account numbers on Abstract #1 for 2013-14. The corrected abstract was distributed the Board members and the various department heads. The total dollar amounts on the abstract did not change.

Following review by Trustee Wilcox, voucher numbers 177-278 (for general, water, and sewer funds) were presented for approval. After discussion, Trustee Duff moved and Deputy Mayor Brennan seconded the motion to approve general fund vouchers for \$149,362.73. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

After discussion, Trustee Duff moved and Deputy Mayor Brennan seconded the motion to approve water fund vouchers for \$58,389.13. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

After discussion, Trustee Wilcox moved and Deputy Mayor Brennan seconded the motion to approve sewer fund vouchers for \$11,288.20. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

After discussion, Deputy Mayor Brennan moved and Trustee Duff seconded the motion to approve HR18-Water System Improvement Project vouchers for \$19,299.40. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

After discussion, Deputy Mayor Brennan moved and Trustee Wilcox seconded the motion to approve a Geneseo Building Project voucher for \$3,614.40. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

After discussion, Trustee Wilcox moved and Deputy Mayor Brennan seconded the motion to approve a Community Development/Main Street Program voucher for \$2,078.66. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye.

14. MEETING CLOSE:

With no further business to discuss, Trustee Wilcox moved and Deputy Mayor Brennan seconded the motion to adjourn. The vote was as follows: Deputy Mayor Brennan-Aye, Trustee Duff-Aye, Trustee Wilcox-Aye, and Mayor Hatheway-Aye. The motion passed and the meeting adjourned at 6:30PM.

Marsha B. Merrick, Village Clerk